I. CALL TO ORDER, ROLL CALL, PUBLIC COMMENT ON NON-AGENDA ITEMS
The meeting was called to order at 6:01 p.m. by Mr. John Martin, President. Dr. Perfumo introduced Ms. Mary Thompson, currently assigned to the President's office to assist staff during the absence of the Administrative Assistant to the Board of Trustees.

ROLL CALL
Trustees Present
Mr. John Martin, President
Dr. Consuelo Rey Castro
Mr. Geoffrey L. Baum – arrived 6:10 p.m.
Mr. William Thomson
Mrs. Beth Wells-Miller
Mr. Sean O'Connor, Student Trustee

Trustees Absent
Dr. Jeanette Mann, Vice President
Dr. Hilary Bradbury-Huang, Clerk

Administrative Officers in Attendance
Dr. Paulette J. Perfumo, Superintendent/President
Mrs. Kindred Murillo, Vice President, Administrative Services
Dr. Jorge Aguiniaga, Dean, Human Resources
Dr. Stuart Wilcox, Dean, Institutional Planning and Research

Administrative Officers Absent
Dr. Jacqueline Jacobs, Vice President, Instruction
Dr. Lisa Sugimoto, Vice President, Student and Learning Services
Mrs. Elaine Chapman, Interim Dean, External Relations

The Academic Senate was represented by Ms. Kay Dabelow.
The Classified Senate was represented by Ms. Leticia Velez for Mr. Raymond Mitchell.
The Associated Students Board representative was not present.
The Management Association representative was not present.

PUBLIC COMMENT ON CLOSED SESSION ITEMS
There was no public comment at this time.
Mr. Martin adjourned the Board to Closed session at 6:03 p.m.
II. CLOSED SESSION  
Government Code §54957.6  
Labor Negotiations (Faculty Association, Jacobs)

Closed Session was adjourned at 8:53 p.m.

III. OPEN SESSION
Mr. Martin reconvened the Open Session at 7:02 p.m. and reported that no action was taken during the Closed Session. Mr. Martin noted that Dr. Mann and Dr. Bradbury-Huang were not present at this meeting due to business commitments.

A. PLEDGE OF ALLEGIANCE
Mr. Thomson led the Pledge of Allegiance.

B. INTRODUCTIONS
There were none at this time.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS
There was no public comment on non-agenda items.

D. APPROVAL OF MINUTES: Meeting No. 6 Regular Business Meeting, March 5, 2008

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the five members present, to approve the Minutes of Meeting No. 7, a Regular Business Meeting, March 5, 2008, as submitted.
Advisory Vote: Aye

E. APPROVAL OF CONSENT ITEMS

53-S: In response to a question from Mr. Thomson as to what criteria were used to select individuals for the proposed commencement speaker list, Mr. Scott Thayer, Assistant Dean/student Affairs gave an overview of the selection committee membership and the process they used to create the list of names. During the discussion that followed, Mr. Baum and Mr. Thomson asked questions regarding the credentials of the potential speakers and criteria used for their selection. Mr. Baum said the list did not appear balanced in the area of political affiliation. Mr. Thayer said the committee makes recommendations but also solicits input from the student body at large and the choices reflect the varied experience of those submitting input. Dr. Rey Castro said it was her feeling that, as a nonpartisan body, the Board should not address issues of allegiance. She said this annual selection exercise was a learning process and the process and the committee's selections should be respected. She did voice her concern over the small student representation on the committee. In response to a question from Mr. Baum, Mr. Thayer said, although a final choice had not yet been made, he had contacted Ms. Reyna Grande, an author and alumna of PCC who lives locally, about her availability on June 13. Mr. Martin suggested the offices of the President of the United States and the Governor of California should always be included on the list and said he agreed with Mr. Baum on the need for diversity. Dr. Perfumo noted that the Board does have the opportunity when considering this item to add names to the list for the committee's consideration. Mr. Martin suggested 53-S be held out for a separate vote. Mr. Baum suggested a review of this selection process should be considered.
E. APPROVAL OF CONSENT ITEMS, continued

109-I, 110-I, & 111-I: In response to a question from Mr. Baum, Dr. David Douglass/Dean-Natural Science division and Ms. Sherry Hassan/ Director-Business Services addressed the differing transportation needs for student travel and how vendor rates are negotiated by Transportation Services.

112-I: Mr. Baum questioned the need for overnight accommodations for an in-district event and asked for a clarification of expenses. Dr. Perfumo explained that when competition events take place sometimes until very late, it is considered safer to have overnight accommodations than to have people driving at night. Dr. Perfumo also addressed Mr. Baum’s question about the cost breakdown and a discrepancy in the number of overnights students would be spending; she said she would clarify this question and get the information to him. Since the overnight accommodations addressed the safety issue, Dr. Rey Castro said she was prepared to support this item. Mr. O’Connor said the Associated Student Board supported this trip and sponsored the students’ attendance by paying for half of the expenses.

145-B: Mr. Baum requested clarification of the Amendment to Contract #B-96850-7 related to review of management positions. Mrs. Murillo explained administration was beginning a review of external and internal equity since it was becoming more difficult to fill positions because our salaries are not always competitive. She also noted that equity issues were a part of some of the bargaining agreements currently coming to the Board. Dr. Perfumo said when this information was finalized, it would be shared with the Board.

114-I: Mr. Thomson asked why this travel carried no cost to the District. Dr. Perfumo explained that expenses for meals, lodging and transportation would be paid for by the participants.

MOTION: ON MOTION of Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted by a unanimous vote of the five members present to approve Consent Items 54-S and 55-S; 108-I thru 117-I; 139-B thru 145-B; and 96-P through 101-P, with 53-S held for separate vote:
Advisory vote: aye

Mr. Martin asked for a motion to approve 53-S as submitted. No motion was made.

MOTION: ON MOTION OF Mr. O’Connor and seconded by Mrs. Wells-Miller to approve Consent Item 53-S with the addition of the President of the United States, and the Governor of the State of California to the list of proposed names, the Board voted as follows:
Aye: J. Martin, B. Wells-Miller
No: G. Baum, W. Thomson
Abstain: C. Rey Castro
Advisory vote: aye

The Motion failed.

MOTION: Mr. Baum moved to approve the extension of the commencement invitation to Reyna Grande and leave the balance of the names off the list.

This Motion failed for lack of a second.

Dr. Rey Castro said she did not recall that the Board ever approved the extension of an invitation. Mr. Martin affirmed that in the past the Board has approved the list of names but left the final choice and extension of the invitation to the Commencement Committee.
E. APPROVAL OF CONSENT ITEMS, continued

MOTION: ON MOTION OF Mrs. Wells Miller and seconded by Dr. Rey Castro to approve Consent Item 53-S as submitted without any changes, the Board voted as follows:

Aye: C. Rey Castro, B. Wells-Miller
No: G. Baum, J. Martin, W. Thomson
Advisory vote: abstained

This Motion failed.

MOTION: Dr. Rey Castro moved and Mrs. Wells-Miller seconded a motion to approve Consent Item 53-S as submitted but to include the recommendation that, in future years, the Commencement Committee address the issues of balance and diversity when making their selections. Prior to this vote, Mr. O'Connor asked if this motion could include a friendly amendment with the following additional language: "and that this would be done in direct consultation with the Associated Students as well."

Following a short discussion, the following amended motion was made:

MOTION: Dr. Rey Castro moved and Mrs. Wells-Miller seconded a motion to approve Consent Item 53-S as submitted but to include the recommendation that, in future years, the Commencement Committee address the issues of balance and diversity when making their selections in conjunction with the Associated Students. Prior to this vote, Mr. Baum said he did not feel this wording addressed Mr. Thomson's concern about criteria. Mrs. Wells-Miller asked to go on record that she agrees the President of the United States and the Governor of California should be included on future lists. Dr. Rey Castro said she has no objection to adding the President and the Governor; however, the pending Motion does not mandate they be added. Mr. Martin called for the question:

MOTION: ON MOTION of Dr. Rey Castro and seconded by Mrs. Wells-Miller to approve Consent Item 53-S as submitted with the recommendation that, in future years, the Commencement Committee address the issues of balance and diversity when making their selections and that the selections be made in conjunction with the Associated Students, the Board voted as follows:

Aye: B. Wells-Miller, C. Rey Castro, W. Thomson
No: G. Baum, J. Martin
Advisory vote: aye

This Motion failed.

MOTION: ON MOTION of Dr. Rey Castro and seconded by Mrs. Wells-Miller to approve Consent Item 53-S with the addition of the President of the United States and the Governor of the State of California to the list of proposed names, and to include the recommendation that, in future years, the Commencement Committee address the issues of balance and diversity when making their selections and that the selections be made in conjunction with the Associated Students, the Board voted as follows:

No: G. Baum
Advisory vote: aye

This Motion passed.
F. DISCUSSION WITH POSSIBLE ACTION: PASADENA CITY COLLEGE CHILD DEVELOPMENT CENTER'S PARENT HANDBOOK ON PROGRAM AND POLICIES

Mr. Martin and Dr. Perfumo explained that this request for Board approval of the Handbook and the Tuition Rate Sheet was now necessary in order to meet the requirements of the State Department of Education and the contract compliance review scheduled from April 1 through April 4, 2008.

Mr. O'Connor reported that he had recently taken part in the evaluation of the Infant-Toddler program at the Center on behalf of the Board and would submit a written report to the Board at their next meeting. Mr. Martin thanked Mr. O'Connor for representing the Board on this review.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve the Pasadena City College Child Development Center’s Parent Handbook on Program and Policies and the Tuition Rate Sheet.

Advisory Vote: Aye

G. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF BYLAW NO. 1810 MISCELLANEOUS: COMPENSATION

In response to a question from Dr. Rey Castro, Dr. Perfumo said this was an existing policy and no changes were being recommended. Mr. O'Connor asked if the compensation amount stipulated in the policy had been reviewed. Mr. Baum explained that the currently stipulated compensation level of $400.00 per month was within the parameters set by the Education Code. Dr. Rey Castro noted that, although it was within the Board’s discretion to increase the amount of compensation Board members could receive, given the current state budget crisis, this was not a consideration at this time.

MOTION: ON MOTION OF Dr. Rey Castro and seconded by Mrs. Wells-Miller, the Board voted, by a unanimous vote of the five members present, to approve Bylaw No. 1810, Miscellaneous: Compensation as submitted.

Advisory Vote: Aye

H. DISCUSSION, WITH POSSIBLE ACTION: APPROVAL OF BYLAW NO. 1820 MISCELLANEOUS: CONFERENCE ATTENDANCE

Dr. Perfumo noted that this policy was also being presented for review without any recommended changes.

MOTION: ON MOTION OF Mrs. Wells-Miller and seconded by Dr. Rey Castro, the Board voted, by a unanimous vote of the five members present, to approve Bylaw No. 1820, Miscellaneous: Conference Attendance as submitted.

Advisory Vote: Aye

I. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS]

Dr. Perfumo

- Reported staff were very involved in hiring to fill faculty positions for the next academic year.
- Flex Day on March 11, 2008 was very successful with the keynote speaker, Ms. Linda Suskie/Mid States Accreditation Commission, addressing faculty and staff on SLO’s and the planning process. Dr. Perfumo commended Krystal Kolross and Cynthia Lopez both of Institutional Planning and Research for the excellent workshop they presented to Classified staff about their role in the accreditation process and how the planning and budget processes work together.
I. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS], continued.

Dr. Perfumo, continued.

- Recently met with Dr. Jean Lou Chameau, President/CalTech to discuss possible future collaborations between the two institutions.
- The Accreditation Steering Committee has asked the President and the Executive Committee to convene focus groups to review and broaden input to the self-study drafts which will be completed by the writing groups by March 28. The focus groups will then conduct their review between April 2nd and April 11th.
- Another successful Art Night was held on March 14 and was also the occasion of the first event of PCC's 2008 Artist-in-Residence program. PCC's very impressive contribution to the evening was over 4,000 small paper boats with tea lights floating on the Mirror Pools representing the sacrifices of our American servicemen and servicewomen in Iraq.
- On March 15, served as one of the three co-chairs of the Women's Entrepreneurial Conference held at the Community Education Center along with Judy Chu of the Department of Equalization and Mayor Bogaard and had the opportunity to speak with the director of the Southern California Region of the Small Business Administration about the possibility of PCC receiving a small-business development center grant.
- Attended a breakfast on March 17th as part of the 2008 Artist-in-Residence program and encouraged the Trustees to visit the exhibit. Announced that, on Thursday, March 20, the artists will present a gift to the College and Dr. Rey Castro will attend the reception to accept the gift on behalf of the College.
- Reported that the first PCC Career and Technical Education Day (CTE Day) held on March 18 hosted over 800 local high school students and was very successful. Dr. Perfumo reported that Ms. Ellen Ligons/Dean-Career and Technical Education and chair of the program committee for this event had been in a very serious car accident the previous weekend but because of the very organized planning that she and the committee had done, all the day's activities went very smoothly. She commended Ms. Ligons and the committee and thanked them for their hard work and excellent planning. Dr. Perfumo also commended Ms. Kaitlin Terpstra-Sweeney, PCC Student Ambassador who spoke at the event and Dr. Dave Douglass, Chair/Natural Sciences for acting as master-of-ceremonies.
- Reported that Mr. Larry Wilson and one of his editorial staff from The Pasadena Star News also visited campus on March 18 and met over lunch with Dr. Perfumo, Mr. Martin, and Mr. Juan Gutierrez, Director/Public Relations. In addition to the CTE Day activities, they were treated to a performance by a group of Taiwanese dancers, and toured campus facilities and the construction project areas.
- Reported she would attend a meeting of local school administrators the following day to hear Senator Jack Scott and Assemblymember Anthony Portantino discuss the current state budget crisis.
- Invited the Trustees to attend the PCC Foundation's President's Circle Reception to be held on March 26 at the Westin Hotel in Pasadena from 6:00 p.m. to 8:00 p.m.
- Reported she spoke to the Pasadena Roundtable organization at the University Club the previous week and has received several donation commitments from their membership.
I. PRESIDENT'S REPORT [INCLUDING VICE PRESIDENTS], continued
Dr. Perfumo, continued.

- Announced that the Phi Theta Kappa All California Team Awards would be presented in Sacramento on March 27 to several students from the community colleges and congratulated PCC student recipients of that award, Ms. Teresa Mayer and Mr. Sean O'Conner, Student Trustee.
- Announced that the campus would be closed on Monday, March 31 in honor of the Cesar Chavez Holiday.
- Shared with the Trustees that Ms. Malinda Altimetz, Assistant to the Board of Trustees, was now home from the hospital and recovering.

J. ANNOUNCEMENTS: FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES

Ms. Kathryn Dabelow, Academic Senate
- Thanked the Board for their support of Flex Day noting that Linda Suskie, the keynote speaker, specifically acknowledged in her report to the College that two Board members had attended Flex Day activities.
- The Senate is close to finalizing its approval of the Time, Place and Manner Policy and work continues on revisions to the Program Discontinuance Policy.
- Recipients of this year’s Lecturer/Performer Awards are Grace Apieli/Physical Education who will demonstrate an indoor cycling/spinning class on April 8 from 12:00 noon to 1:00p.m.in the Forum and Dr. Philip Young/Performing and Communication Arts who will demonstrate his knowledge of the piano on April 24 from 1:00 p.m. to 2:00 p.m. in Harbeson Hall. A reception will follow each performance.
- The spring Academic Senate Scholarship fundraiser will be a screen printing class given on April 4 by Kristin Pilon, Associate Professor/Engineering & Technology. The format is based on the very successful ceramic class presented by Jim Gonzalez last fall. Plans are also underway for a t-shirt fundraiser.
- Extended her thanks to Mrs. Murillo and Chief Peter Michael for speaking to the Senate Board about plans on how to respond to a variety of emergency situations and updating the Senate on components of a campus-wide emergency plan.

Ms. Leticia Velez, Classified Senate
- Thanked the Board of Trustees and Administration for including information workshops on Flex Day which addressed the needs and interests of the Classified staff as well.
- Classified days will be held on April 9 and 10 at the Altadena Town and Country Club.
- The Senate is preparing for elections to be held in the next few weeks.
- A general Senate meeting will be held on May 21.
- The Senate is working on the Classified Senate scholarship award; more information is forthcoming.

Mr. Sean O’Connor, Student Trustee
- Referred the Board to his Student Activity Report for March 19th distributed to them earlier.
- Referring to Dr. Perfumo’s comments about collaboratives with CalTech, he said the Van Karman monthly speaker series was an excellent example of a partnership between PCC and CalTech which served as an outreach both to the campus community and the community at large.
J. ANOUNCEMENTS: FACULTY, STAFF, STUDENTS, AND BOARD OF TRUSTEES, continued

Mr. Sean O'Connor, Student Trustee, continued
- Thanked Dr. Perfumo for attending the first Alpha Gamma Sigma general meeting of the spring semester.
- Reported he attended the REEO/Rising Stars banquet on March 11 along with Mr. Baum.
- Thanked students Kaitlin Terpstra-Sweeney/Student Ambassador, Marissa Castro/AS Secretary, and Joshua Acevedo/AS Vice President-Student Services for their active participation in the recent Career and Technical Education Day.

Mr. William Thomson, Board of Trustees
- Referring to Dr. Perfumo's earlier announcement about the budget discussion she would be attending the following day, Mr. Thomson said the meeting would be held at McKinley School, 325 S. Oak Knoll Ave. at 7:00 p.m. and was being sponsored by the Pasadena Education Foundation for the purpose of discussing what the state budget crisis will mean for local schools.
- Announced that he would not be present at the April 2 Board meeting.

Mrs. Wells-Miller, Board of Trustees
- Suggested the Board pick one item from its list of future agenda items to be placed on each Board agenda so items don't back up. Mr. Martin said he and Dr. Perfumo were working to keep Board meeting adjournment time close to 9:00 p.m. and were monitoring this list closely.

Mr. Geoffrey Baum, Board of Trustees
- Reported that, along with Dr. Mann and Dr. Sugimoto, recently attended a meeting of the City's Youth Violence taskforce; he thanked Dr. Sugimoto for attending the meeting. He said the Committee, which had a six-month charge, would now be evaluated to determine what its ongoing role would be. He said if the committee continues to operate, PCC would most likely be the site of the next meeting on April 17.
- Attended the Artist-in-Residence reception on Sunday, March 16.
- Reported he heard from AS President, Michael Sansosti, that former Student Trustee, Manny Torres, who had been held in detention for several months because of an immigration issue that occurred when he was a very young child, had been released pending a hearing. He noted that Manny had been an exemplary student at PCC, had gone on to UC/Santa Barbara where he earned a degree and was also active in student government there, and was an example of the success that can come from opportunities a community college has to offer.

Mr. John Martin, President/Board of Trustees
- Reminded Board members to turn in their completed Conflict of Interest forms.
- Noted the Community College League's Trustee Conference would be held May 2-4 in Palm Springs adding that Dr. Rey Castro and Dr. Mann would be making a presentation at this event. Asked any Trustee who wished to attend to call the President's office for registration and hotel information.
L. **FUTURE BOARD MEETINGS**

The next Regular Meeting of the Board is scheduled for Wednesday, April 2; Mr. Martin noted that Mr. Thomson would not be at that meeting. The Board's Spring Retreat is scheduled for April 23; the time and location details for the Retreat are still pending. In response to a question from Dr. Perfumo about past practice for developing a joint meeting agenda for the meeting with PUSD, Mr. Martin said the Board did have a joint subcommittee with representatives from both boards that developed an agenda for previous meetings. Following discussion, Mr. Martin appointed Dr. Rey Castro, Dr. Mann and Mr. Thomson to this subcommittee and appointed Dr. Mann committee Chair. He asked the subcommittee to work with Dr. Perfumo in planning the agenda for the May 6, 2008 meeting.

M. **FUTURE AGENDA ITEMS**

Mrs. Wells-Miller asked for an update on the Distance Education Program. Dr. Rey Castro reminded the Board that at their Winter Retreat it was agreed the Board would schedule academic program reports and presentations throughout the year and suggested that Distance Education be added to the list of academic programs the Board would hear about. Mrs. Wells-Miller agreed.

Mr. Martin commended Dr. Perfumo for her diligence in accomplishing several of the ambitious goals the Board has given her since her arrival at PCC last August. He noted that the current budget crisis would be creating some serious issues that Administration would have to monitor very closely and recommended the Board now give budget considerations top priority for the President to address and set aside, for now, some of the original goals in order to ensure the President and the Administration, along with the Board of Trustees, focus primarily on the administrative matters of the College. Dr. Perfumo said, in response to this recommendation, she and Mrs. Murillo will update the Board monthly on the budget situation. Dr. Rey Castro said she appreciated the willingness of the Administration to keep the Board updated on the short-term issues and recognized the Board's responsibility to address the long-term projections and difficult decisions the College will be facing in the next few years.

Mr. Baum asked that a discussion of the Presidential evaluation policy and instrument be added to the Future Agenda Item list.

Prior to adjournment, Mr. Martin presented a token of the Board's appreciation to Meta Holcomb/Administrative Assistant-President's Office for her commitment to the President's office and the Board of Trustees during the staffing and administrative challenges of the past few months. Mr. Martin also acknowledged Ms. Mary Thompson, who was now working temporarily in the President's office.

N. **ADJOURNMENT**

Meeting No.7 was adjourned at 9:07 p.m.
MOTIONS CARRIED AT MEETING NO. 7—March 19, 2008

1. Approval of Minutes of Meeting No. 6, a Regular Business Meeting, March 5, 2008.

2. Approval of Consent Items 53-S through 55-S with 53-S held for separate vote; 108-I through 117-I; 139-B through 145-B; and 96-P through 101-P.

3. Approval of Consent Item 53-S, Amended by separate vote.

4. Approval of Pasadena City College Child Development Center’s Parent Handbook on Program and Policies and the Tuition Rate Sheet.

5. Approval of Bylaw No. 1810: Miscellaneous: Compensation.

6. Approval of Bylaw No. 1820: Miscellaneous: Conference Attendance.

Paulette J. Perfumo, Secretary
Board of Trustees